



CITY COUNCIL MEETING MINUTES September 25, 2023

The City Council met for Regular Council Meeting at 7:00 p.m.
City Hall
102 Butler St., Saugatuck, MI 49453.

Call to Order:

The meeting was called to order by Mayor Pro-Tem Stanton at 7:00 p.m.

Attendance:

Present: Mayor Pro-Tem Stanton and Councilmembers Baldwin, Leo, Lewis, Gardner, Muncey.

Absent: Mayor Dean.

Motion by Lewis, second by Leo to excuse Mayor Dean's absence. Via voice vote, motion carried 6-0.

Others Present: City Manager Heise, Director of Planning, Zoning & Project Management Cummins, Department of Public Works Superintendent Herbert, Department of Public Works Assistant Supervisor Hardy, Deputy Clerk/DPW Admin Williams, and City Attorney Witte.

Mayor's Comments: Mayor Pro-Tem noted Mayor Dean is receiving advanced First Aid training being part of the ski patrol at Bittersweet. Asked everyone tonight to speak loud and clear due to current problem with audio system.

City Manager Comments: City Manager report is included in the packet, happy to answer questions. Thanked Department of Public Works as City Manger Heise has received many compliments about the way the City looks.

Agenda Changes: Add guest speaker.

Motion by Baldwin, second by Lewis for our County Commissioner Dean Kapenga to speak as a guest. Via voice vote, motion carried 6-0.

Guest Speakers:

Dean Kapenga, County Commissioner:

- Complimented the City of Saugatuck as clean, sharp, and fun.
- Deputy Kibby was released from ICU.
- Updated on the courthouse construction.

Public Comment on Agenda Item Only: None.

Consent Agenda:

A. Regular City Council Meeting Minutes – September 11, 2023.

Motion by Lewis, second by Leo to approve the regular city council meeting minutes of September 11, 2023, as presented. Upon roll call vote, motion carried unanimously.

Staff Reports:

City Manager, Director of Planning & Zoning, Treasurer, DPW Superintendent, Engineer and Police submitted status reports of current activities since the last Council meeting on September 11, 2023, for their respective departments.

Boards, Commissions & Committees:

Fire District Administration Board, Dan Fox:

- From meeting of September 18, 2023:
 - Michigan Department of Treasury Grant was received by the fire district for \$10,000 to cover the cost of a thermal imager with licensed local hot spots.
 - Chad Brink, one of the staff received a certain certification of the medical responder.
 - Sale of the fire boat, which I think I mentioned last time, the one that sunk that's been completed with the proceeds of about \$34,000.
 - The cost recovery period of \$2,600 was received related to one of the two smaller the two dangerous fires from something back from mutual aid support funded by the fire district.
 - Following the required annual inspection of 2151, repairs to a ladder mechanism was made at a cost of \$16,000.
 - Next meeting is October 20, 2023, at 4:00p.m.

Interurban Board, Councilmember Muncey:

- 11 months into the physical year and operating under budget.
- Expenses year to date are 87.3% of budget.
- Cash position higher than last year by \$270,000.
- With \$60,00 of additional state funding coming in 2024:
 - Employees will receive a 6% cost of living increase.
 - Extending hours from 4pm to 7pm on Saturdays starting in March instead of May.
 - New office furniture.
 - Possible AED for office.
- Ridership is 28% up from last year.
- Parking shuttle carried 4479 passengers more than 3629 in 2022.

KLSWA, Barry Johnson:

- Water monthly progress report submitted with no violations.
- Residential lead and copper sampling for 2023 finished and will be submitted to EGLE by the end of October.
- Statewide with marijuana growers, there have been more pesticides and things showing up in water systems.
- Two Saugatuck wells out on Maple Street are out of service right now.

- Notices on water bill for address change for residents paying by check, goes to Carol Stream, Illinois.
- Operations employee resigned, now hiring for replacement.

Kalamazoo Lake Harbor Authority, Mayor Pro-Tem Stanton:

- Focused on what the Harbor Authority goals are, they need the three Tri-Community managers to talk about how to move forward with the Authority.
- Discussed navigation lights on the bridge. The cost has increased and may need to go back boards/councils for approval of funds.

Zoning Board of Appeals, Ryan Cummins:

- None.

Historic District Commission, Councilmember Lewis:

- Next meeting is on October 5th.

Planning Commission, Chair Councilmember Gardner:

- STRTF Holly Anderson gave an update to the Planning Commission.
- Zoning Ordinance amendments for outdoor eating areas were discussed.
- Waterfront development zoning ordinance reviews or any recommendations, public hearing in November.

Short Term Rental Task Force, Mayor Dean via Mayor Pro-Tem Stanton:

- The last meeting was on September 21, and it is now moving on to the next phase which is Planning Commission.

Parks and Public Works Committee, Councilmember Baldwin:

- Next Meeting September 26.

Tri-Community Non-Motorized Trail Study Committee, Councilmember Leo:

- Meeting regularly with C2AE and beginning to interface with PPW.

Tri-Community Recycling Ad-Hoc Committee, Councilmember Lewis:

- Household Hazardous Waste Day on September 26 with close to 200 people signed up.

Request for Payment: None.

Approval of Accounts Payable:

A. Accounts Payable in the amount of \$ \$3,116,993.85.

Motion by Gardner, second by Leo to approve the accounts payable in the amount of \$3,116,993.85. Via roll call vote, motion carried 6-0.

Introduction of Ordinances: None.

Unfinished Business: None.

New Business:**Asset Water Management:**

Motion by Muncey, second by Baldwin to approve the draft water asset management plan as provided by Baker Tilly. Via roll call, motion carried 6-0.

AT&T Lease First Review:

Motion by Lewis, second by Leo to allow staff and consultants to continue lease negotiations with AT&T to provide cellular services at the MT Baldhead radome site, conditioned on Zoning Board of Appeals (ZBA) approval and all other local, state and federally required conditions. Via roll call vote, motion carried 6-0.

Hardscaping/Heavy Landscaping in ROW Policy:

Motion by Lewis, Second by Baldwin to approve staff and legal drafting proposed ordinance amendments and a formal policy regarding uses in the right of way that are consistent with the City Attorney's report. Via roll call vote, motion carried 6-0.

Recycling Cans In Park:

Motion by Lewis, Second by Leo to allow City staff to begin a pilot project to collect recyclables in public spaces, and purchase recycling receptacles along with new trash receptacles. Via roll call vote, motion carried 6-0.

Zoning Board of Appeals Alternate Appointment:

Motion by Lewis, second by Leo to appoint Nicholas Barna to the Zoning Board of Appeals alternate member seat with a term ending July 1, 2026. Via voice vote, motion carried 6-0.

Special Event Application- Homecoming Parade:

Motion by Muncey, second by Gardner to approve the special event application Saugatuck High School Homecoming Parade to be held on October 20th, 2023. Via voice vote, motion carried 6-0.

Special Event Application- Turkey Trot:

Motion by Lewis, second by Leo the special event application Turkey Trot to be held on November 18th, 2023, contingent upon safety meeting and staff approval. Via voice vote, motion carried 6-0.

Public Comment: None.

Correspondence: None.

Council Comments:

- Councilmember Baldwin: None.
- Councilmember Muncey: Fall decorating starting soon.
- Councilmember Leo: None.
- Councilmember Gardner: None.
- Concilmember Lewis: None.
- Mayor Pro-Tem Stanton: None.

Adjournment:

Motion by Lewis, second by Baldwin to adjourn the meeting. Upon voice vote, motion carried unanimously. Mayor Pro-Tem adjourned at 8:50 p.m.

Respectfully Submitted

Jamie Wolters, City Clerk

